



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Authorize City Manager to Execute a Professional Services Agreement for General Civil Engineering Support Services

MEETING DATE: March 17, 1999

PREPARED BY: Public Works Director

RECOMMENDED ACTION: That the City Council authorize the City Manager to sign a professional services agreement for general civil engineering support services with Harris & Associates that would allow this firm to perform civil engineering duties for the City on an as-needed basis.

BACKGROUND INFORMATION: Because of the present and projected workload in the Development Services Section, and the vacancy of the City Engineer position, we would like to have an outside civil engineering firm available on an as-needed basis to check improvement plans and maps, soils reports, grading plans, and hydraulic calculations, and help prepare development and subdivision agreements for all residential developments of four lots or more and for all commercial developments. We also have some projects that are behind schedule and this firm may be of assistance with these.

The Professional Services Agreement is written so that each project will have its own Task Order, Fee Structure and time line.

The hiring of a consulting firm for plan checking will also necessitate a change in our current policy. We will now require that the plan checking fees be paid in full at the time of plan submittal.

Having the ability to have some of the plan checking done by a consulting firm will enable developers to have a much shorter turnaround time without added expense. As with any new program, there will be a startup lag, but that should be of short duration. This firm works only for municipalities and is familiar with what cities require. We have several projects that must be completed in the next few weeks and Harris & Associates would be able to facilitate that completion. Other projects may be done with this firm out of the current budget or CIP funds, as appropriate.

FUNDING: Covered by current fees.

Richard C. Prima, Jr.
Public Works Director

Prepared by Sharon Blaufus, Administrative Assistant

cc: Senior Civil Engineer Fujitani
Senior Civil Engineer Welch
Harris & Associates

APPROVED: _____

H. Dixon Flynn -- City Manager

CITY COUNCIL

KEITH LAND, Mayor
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CITY OF LODI

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March 11, 1999

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ALICE M. REIMCHE
City Clerk
RANDALL A. HAYS
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Steven E. Roberts, P. E.
Vice President
Harris & Associates
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Tracy, CA 95376

SUBJECT: Authorize City Manager to Execute a Professional Services Agreement for
General Civil Engineering Support Services

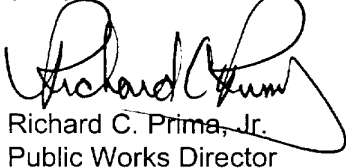
Enclosed is a copy of background information on an item on the City Council
agenda of Wednesday, March 17, 1999. The meeting will be held at 7 p.m. in the
City Council Chamber, Carnegie Forum, 305 West Pine Street.

This item is on the consent calendar and is usually not discussed unless a
Council Member requests discussion. The public is given an opportunity to address
items on the consent calendar at the appropriate time.

If you wish to write to the City Council, please address your letter to City Council,
City of Lodi, P. O. Box 3006, Lodi, California, 95241-1910. Be sure to allow time for the
mail. Or, you may hand-deliver the letter to City Hall, 221 West Pine Street.

If you wish to address the Council at the Council Meeting, be sure to fill out a speaker's
card (available at the Carnegie Forum immediately prior to the start of the meeting) and
give it to the City Clerk. If you have any questions about communicating with the
Council, please contact Alice Reimche, City Clerk, at (209) 333-6702.

If you have any questions about the item itself, please call Sharon Blaufus at
(209) 333-6800, ext. 658.


Richard C. Prima, Jr.
Public Works Director

RCP/lm

Enclosure

cc: City Clerk ✓

Steve sorry I haven't
called - too busy?
I wanted to get Council OK
before I took more of your
time
Richard